

PACER Quarterly Newsletter

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Free Access to Court Records Increases in 2020

Beginning January 1, 2020, if a PACER user's quarterly usage is \$30 or less, the bill will be waived. This is an increase from the existing \$15 or less quarterly fee waiver. Users will see this reflected in the April 2020 billing statement. This will result in more than 75 percent of users accessing court records paying no fee in a given quarter.

Fees: How, When Users Are Charged for PACER Access

Access to case information through PACER costs \$.10 per page for all users. This charge applies to accessing each page of search results; even if your search yields no matches. The following describes instances in which PACER charges fees:

- Fees for case documents, docket sheets, or case-specific reports are \$.10 per page. This fee is capped at 30 pages (\$3.00).
- The fee cap does not apply to searches, reports that are not case-specific, and transcripts of federal court proceedings.
- If you perform a search, the fee is \$.10 per page for the search results,

transcripts, or non-case-specific reports via PACER.

- An audio file of a court hearing via PACER costs \$2.40 per file.
- There is no additional fee to print or save the information once it has been accessed.

If you accrue \$15 or less in a quarter, your fees will be waived. This waiver will increase to \$30 in January 2020. Otherwise, your PACER account will be billed for all usage. To find out more about PACER fees, the electronic public access fee schedule is available at: pacer.gov/documents/epa_feesched.pdf.

User Tips & Reminders

Resetting a Password: Know Your Security Information

To recover a lost or forgotten PACER password, you must know the answers to your security questions. If you are unsure of the answers, update them as soon as possible and keep them in a safe place. You may do this online at pacer.gov. Click Manage My Account. After you log in, click Set Security Information under Settings.

Receiving Faster, More Efficient Support from PSC

When you contact PSC for assistance, please include the following in your email or web message to ensure you receive helpful, timely assistance:

- Account number and username
- Specific federal court your issue involves, if applicable
- Specific issue you are having (e.g., login reset questions)

Retaining Your PACER Account after Moving Firms

When you leave your firm, you do not need to create a new PACER account. If your account was part of a PACER Administrative Account (PAA), you may either unlink it (under Manage My Account), or have the firm unlink it. If you move to another firm or work individually, your PACER account stays with you. NOTE: When you leave your firm, update your account information (e.g., email, etc.) at pacer.gov under Manage My Account.

Seven Courts Implement NextGen in Q3

In the third quarter, seven courts implemented the next generation case management/electronic case files (NextGen CM/ECF) system:

- U.S. Court of Federal Claims
- Oklahoma Eastern District
- Oklahoma Northern District
- Missouri Eastern Bankruptcy
- New Mexico Bankruptcy
- Guam Bankruptcy
- Michigan Western District

To date, 60 courts have converted, and more will follow in the coming months. The following information outlines what to do when your court announces it will convert:

- If you have a PACER account, ensure it is upgraded. Log in to Manage My Account at pacer.gov.

- If you do not have a PACER account, go to: pacer.psc.uscourts.gov/pscof/registration.jsf. Once registered, you will have an upgraded account.
- After your court converts, you must link your e-filing account to your PACER account.
 - ◇ For an overview on linking, go to pacer.gov/nextgen.
 - ◇ For instructions on linking accounts, go to pacer.gov, select E-File, click the Training option, and click Electronic Learning Modules.

For more information, continue to check your court's website.

Questions or comments regarding information in the announcement?

Email pacer@psc.uscourts.gov or call (800) 676-6856.

Update: CJA Exemption Toggle

CJA Panel attorneys no longer have separate PACER accounts for private and CJA work. You now may use the same account for all work. However, the steps for turning on CJA exempt status depend on the version of Case Management/Electronic Case Files (CM/ECF) system the court is running.

- First, determine whether the court uses a CurrentGen or NextGen CM/ECF system by going to the [Court Links](#) page at pacer.gov.
 - * The instructions are different for CurrentGen and NextGen. The only exception is district CM/ECF v6.3 (CurrentGen), which now uses the Change PACER Exemption Status toggle feature provided in NextGen.
- CurrentGen CM/ECF: Log in using the “x-” before your username to indicate your exempt status. Any transactions during this session will be exempt from PACER fees.

NOTE: This does not apply to district CM/ECF v6.3.

 - * Once you finish CJA-related work, log out to end your exempt status.
 - * To switch between exempt (CJA) and non-exempt (private) status, log in and out using either the “x-” before your username or just your username.
 - * When you log in without the “x-” prefix, your account activity will be billable for the duration of that session.
- NextGen CM/ECF (all courts) and district CM/ECF v6.3:
 - * Log in using your PACER credentials; use the Change PACER Exemption Status toggle feature to select your exempt status.
 - The toggle allows you switch between exempt and non-exempt without logging in and out.

See the table below for an easy breakdown of how the CJA instructions work.

CurrentGen		NextGen (incl. district CM/ECF v6.3)	
CJA Users (NOTE: Must use upgraded PACER account)	Users with Court-Ordered Exemption	CJA Users (NOTE: Must use upgraded PACER account)	Users with Court-Ordered Exemption
<p>When you log in, enter “x-” before your username to indicate your exempt status.</p> <p>If you need to switch between exempt and non-exempt accounts, you should log out and log in again with or without the “x-.”</p> <p>If you do not use “x-,” your account will be billed.</p>	<p>Log in normally using your PACER username and password.</p>	<p>Log in and then use the Change PACER Exemption Status option to select your exempt status.</p> <p>If you do not select exempt status, your account will be billed.</p>	<p>Log in and switch between exempt and non-exempt by using the Change PACER Exemption Status option.</p> <p>When you log in, you will be automatically exempt in that court. The exemption only applies in courts where you have a court order.</p>

New PACER Payment Address

The PACER fee remittance address has changed. To avoid a payment delay, please mail checks to:

U.S. Courts: PACER
P.O. Box 5208
Portland, OR 97208-5208

NextGen Resources

NextGen Help Page

<https://www.pacer.gov/nextgen>

Electronic Learning Modules

<https://www.pacer.gov/ecfcbt/cso/index.html>

NextGen: PAA FAQs

<https://www.pacer.gov/psc/hfaq.html>

Court Links Page

(“NextGen” noted next to converted courts)

<https://www.pacer.gov/psco/cgi-bin/links.pl>

Billing Information

- ◇ PSC accepts Discover, VISA, MasterCard, and American Express. Log in to Manage My Account at pay.gov to pay by credit card.
- ◇ PSC federal tax ID: 74-2747938.
- ◇ A fee of \$53 will be assessed if your payment is returned.
- ◇ Accounts with credit cards on file will be auto-billed up to 7 days prior to the due date.

PSC Information

PSC hours are 8 AM—6 PM CT, Monday through Friday. The PSC is closed for the following holidays:

Columbus Day: October 14
Veterans Day: November 11
Thanksgiving Day: November 28
Christmas Day: December 25